

Select Board Meeting Minutes 9/12/22

Chairperson Erin Underhill called the meeting to order at 7pm.

The following persons were present: Vice Chair Craig Schultze, Clerk Ellen Rosenfeld, Town Administrator Mike Guzinski, and Assistant Town Administrator/HR Manager Karen Bouret DeMarzo.

Announcements

A Playground Communication Board was installed at Oak Grove Farm to assist children with difficulties communicating.

On September 8th, the state dubbed the drought in the Southeast region of Massachusetts to be a Level II Significant Drought. It was previously a Level III Critical Drought. This means that the use of handheld hoses is permitted except during the hours of 5pm-9am.

Paving will continue on Pleasant, Exchange, and Village Street. Once that is finished, they will continue working up Route 109. This should continue for the next few nights barring any poor weather.

Larry Koh, the Production Coordinator at Millis Community Media, is leaving after 7 years with the company. He and MCM are responsible for filming and documenting many events in the town, including town meetings such as this one.

The Select Board would like to thank the Norfolk County Sheriff's Office and their Community Service Program for their continued help around town, specifically in their efforts to help the DPW with cleaning sidewalks up Route 109.

22-186 Acceptance of Gift – LifeVac Lifesaving Equipment for Fire/Rescue

Chief Barrett asked the Board to allow the acceptance of 51 LifeVac anti-choking tools, gifted by Millis Resident Jeff Mushnik. All Fire and Rescue staff have already been trained on how to use this equipment. The device is single use, but the manufacturer will replace used products at no cost to the town.

Sel. Schultze made a motion to accept the gift of the LifeVac Life Saving Equipment for Fire/Rescue and general town use.

Sel. Rosenfeld seconded this motion. The motion passed unanimously.

22-187 Appointments

Chief Soffayer asked the Board to consider the appointment of Kelly Fritts as a Part-Time Dispatcher for the Police Department. She has 17 years of experience as a Public Safety Dispatcher for the Town of Wellesley, and has all the required training and certifications to complete the job. The Town Administrator also recommended the board to ratify this appointment as well.

Sel. Schultze made a motion to ratify the appointment of Kelly Fritts as a Part-Time Dispatcher for the Town of Millis.

Sel. Rosenfeld seconded this motion. The motion passed unanimously.

Director of the Recreation Department, Kris Fogarty, requested that the Board appoint Amanda Jarvis to the Millis Recreation Committee.

Sel. Schultze made a motion to appoint Amanda Jarvis to the Millis Recreation Committee.

Sel. Rosenfeld seconded this motion. The motion passed unanimously.

The Town Administrator asked the Board to ratify the appointment of Jim McCaffery as an Election worker for the upcoming vote.

Sel. Schultze made a motion to ratify the appointment of Jim McCaffery as an Election Worker.

Sel. Rosenfeld seconded this motion. The motion passed unanimously.

22-188 Discuss/Vote on Town Policy for Lift Assist at Assisted Living & Nursing Home Facilities

The Town Administrator supports Chief Barrett's prior proposal with the caveat of including a 10% fee in addition to the flat \$500 lift charge, raising the total cost to \$550 per lift. This fee is similar to the one implemented for Police Details and will cover the administrative costs. Chief Barrett updated the Board on the progress of this Policy; there is a tentative date scheduled later this month to meet with the Anthology Company in order to finalize the terms of the policy.

Sel. Schultze made a motion to write an official policy to instate a \$550 charge per lift assist in nursing home facilities without a transport.

Sel. Rosenfeld seconded this motion. The motion passed unanimously.

22-189 Presentation by Town Social Worker

Town Social Worker Amy Leone discusses her new employment at the Millis Police Department. She informed the Board about the progress she has made towards assisting those with substance abuse issues and describes her upcoming plan to help those in the local schools to learn about the dangers of substances.

If you or someone you know is struggling with a related issue, feel free to reach out to Ms. Leone on the MPD website or Facebook Page, or over the phone through the Police Station.

22-190 Police Department Chief's Update

Chief Soffayer discussed the incoming shipment of Radios for the MPD that were approved for ordering by the Board in a previous meeting. They should be installed by the end of October.

He also discussed the newest MPD recruit, Nitro the police dog. Nitro graduated from his training in July and is slated to take a course in Drug Detection this winter.

Chief Soffayer further updated the Board that he has two officers who will undergo training in order to learn how to write and apply for grants in order to fund future MPD endeavors. They currently have an Equipment and 911 Training Grant for \$50,000 incoming and have recently applied for a MASSDOT Grant for \$12,000 that may be applied to local schools for the purpose of improving safety. The MPD has also received a BulletProof Vest Grant intended to replace

lifesaving vests for officers on duty, and they are working to apply for a grant to install security and traffic cameras around the pickleball court and the town line.

Officer Zitoli, a new hire, will be ready for action after she graduates from training on September 30th, and will begin her rotation on October 1st.

The final update from Chief Soffayer is about the annual audit. He hopes to hire an outside agency to conduct the audit.

22-191 Discuss and Vote to Set Fall Town Meeting Date Vote to Open Fall Town Meeting Warrant

The Town Administrator began the discussion by letting the Board know that the finance Director from the town council has recommended that they schedule a meeting around the week of November 7th in order to solidify the towns tax rate and plans. Chair Underhill expressed a preference for scheduling the meeting on November 10th. Election Warden Christine McCaffrey reminded the Board of the upcoming State Election on November 8th and asked that the meeting not be held on that day.

Chair Underhill made a motion to schedule the Fall Town Meeting for Thursday November 10th at 7:30pm. Sel. Schultze seconded this motion. The motion passed unanimously.

The Town Administrator asked the Board to vote to open the proposed Warrant Article for the Fall Annual Town meeting. He also suggested that the Board vote to close the Warrant at the next Select Board meeting on September 26th.

Sel. Schultze made a motion to open the Warrant for the Fall Annual Town Meeting. Sel. Rosenfeld seconded this motion. The motion passed unanimously.

22-194 Discuss Proposed Sewer Policy

Chair Underhill discussed the new draft of the town Sewer Policy with updated Connection Fee rates and Allocation policies. The new draft is still missing a calculation on Developer connections and agreements within the policy.

The Board will revise this policy and will write a new draft for their meeting next week.

22-195 Review/Approval of Cell Tower Request for Proposals (RFP)

Ms. Bouret DeMarzo spoke on the previous approval of the Select Board's jurisdiction to allocate land for a cell tower in town, and Verizon's ability to restart construction on that tower. She asks that the Board approve the issuance of an RFP for lease of ground space for the installation and operation of wireless communications equipment for 121 Norfolk Road, the area previously allocated for construction from the original vote in 2018.

Sel. Schultze made a motion to proceed with the RFP for the Cell Tower on 121 Norfolk Road, subject to adjustments suggested by the Town Council. Sel. Rosenfeld seconded this motion. The motion passed unanimously.

22-192 Consideration of Proposed Warrant Article

Lisa Hardin, a Millis Resident, came to the Board with the proposal of a Citizen's Petition about purchasing the Rocklawn Van Kleeck Mansion and converting it into a Town Landmark. She hopes that this will be voted on at the upcoming Fall Annual Town Meeting.

Ms. Hardin hopes that the town's purchase of the historic building would prevent the private sale to a developer who would tear it down. This building has served as a residence, a holiday store, and a restaurant, implying that it could serve many municipal purposes. She hopes to convert it into a historical site, with town artifacts and possibly a cafe/community space.

22-196 Board/Committee Liaison Updates

Sel. Rosenfeld attended a School Committee meeting and reported that 23 new teachers and staff have been hired.

Sel. Schultze went to the Economic Development Committee and reported that they discussed the upcoming installation of several town signs. He also spoke about their ongoing discussion on the MBTA Zoning Agreement, which will be continued at their meeting this upcoming Thursday.

Chair Underhill made a motion to enter an executive session at 8:06 with the purpose of conducting strategy sessions in preparation for negotiations with union personnel. (SEIU/AFSCME), and to discuss strategy with respect to litigation. (Site Investigation & AFFF), the Board will only return to open session to formally adjourn. Sel. Rosenfeld seconded the motion. The motion passed unanimously

Respectfully submitted by Katherine Farrar